

Minutes for CCAC Meeting September 13, 2006

Date of Meeting: September 13, 2006
Name of Committee: CITY CENTER ADVISORY COMMISSION
Notes taken by: City Administrative Specialist II, Doreen Laughlin
Called to order by: Chairman, Carl Switzer
Time Started: 6:30 PM
Time Ended: 9:15 PM

Members Present:

Chairman Carl Switzer, Commissioners Carolyn Barkley; Gretchen Buehner; Alexander Craghead; Suzanne Gallagher; Alice Ellis Gaut; Lily Lilly

Members Absent: Commissioners Ralph Hughes (Alternate); Roger Potthoff

Others Present: Lisa Olson

Staff Present:

Phil Nachbar, Senior Planner; Sean Farrelly, Associate Planner; Alejandro Bancke, Temporary Associate Planner; Doreen Laughlin, City Admin. Specialist II

Agenda Item #1: Welcome and Introductions: Temporary Associate Planner, Alejandro Bancke, was introduced and welcomed.

Important Discussion and/or Comments: None.

Action Items (Follow-Up or Votes): None.

Agenda Item #2: Approve Minutes: Minutes were approved with one amendment (noted below.) None opposed. No abstentions.

Important Discussion and/or Comments: It was noted that the correct spelling for Alice Ellis Gaut does not include a hyphen. The minutes will be amended to reflect that correction.

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CITY CENTER ADVISORY COMMISSION MINUTES – SEPT. 13, 2006 – PAGE 1 OF 7

I:\LRPLN\DOWNTOWN\CCAC Meetings\CCAC September 13\CCAC MEETING MINUTES 9-13-06 - FINAL & AMENDED.doc

Action Items (Follow-Up or Votes): None.

Agenda Item #3: Final Land Use / Design Guidelines Report to Council
Important Discussion and/or Comments:

Phil presented copies of the Council Agenda Item Summary and report to the group and stated that it includes their recommendations and that they should review it before attending the Council workshop on September 19. He highlighted a few items including their recommendations from the August 27th meeting. These included recommendations to 1) evaluate the use of a form based code where appropriate, 2) include height restrictions and a view corridor from 99W into Downtown, and 3) develop design guidelines that address the architectural character of a traditional Main Street.

Phil summed up the Commission's previous discussions about Main St. emphasizing their interest in developing a "traditional" Main Street. The Commissioners noted that the original Task Force intent was to preserve views from 99W. Phil added that he'd made a slight change from the previous meeting with regard to heights in the Downtown. A chart comparing the height restrictions in the Tigard Downtown Improvement Plan (TDIP), the current Central Business District (CBD) zone, and the Framework report to Council was added. He indicated that Associate Planner, Sean Farrelly, had done some research on this. He pointed out the differences among the three, and stated that the height limits in the Mixed Use Employment (MUE) and Mixed Use Commercial (MUC) zones were changed from 80 feet to 60 feet to be more in line with the TDIP. He indicated that this was a starting point and that focus groups with developers would be used to reflect on these limits.

Height restrictions on the 99W side of Main Street were discussed. Commissioner Buehner mentioned keeping the height on the 99W side of Main Street at no more than 3 stories. Commissioner Craghead suggested an asterisk referencing the height chart in the report. It was noted that people do not want an imposing profile but rather a low profile on the 99W side of Main Street to preserve the traditional look. Ms. Olson mentioned that height is a big issue. She doesn't believe that people want Main Street to have four stories and suggested that it be explained more clearly. She stated that a view corridor is important. The concern was that if there's a maximum in the code, then developers will go for the "max". The Commissioners agreed that they need to be heard as "one voice" and that they need to very clearly state their views. It was suggested that a separate table be made applying to the 99 side of Main Street - to make that area an exception. The consensus of the Commission was that the height of buildings be limited to no more than 30 feet on the west side of Main Street. Phil stated that, although he supports the effort to establish a "view corridor" from 99W into Downtown, it needs to be studied before an exact height can be established. He stated that he was not in favor of establishing a 30 foot limit at this time, but that the CCAC could choose to do this. He indicated that the CCAC recommendation on height restrictions on Main St. could be different from that of Staff's, but that it should go to Council as a separate recommendation from the main report. He went on to explain that the view corridor should first be established and then restrictions put on that corridor to meet what they want to accomplish – which is a

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view. Phil noted that height shouldn't be an issue at either end of Main Street since a 3, 5 or even 7 story building wouldn't obstruct a view any further than a one story building would, as even a one story obstructs the view. The consensus by the CCAC remained unchanged and they felt strongly that the height limit should be set at 30 feet on the west side of Main Street. It was also mentioned that if everything had a low profile, it would have little visual interest and could be boring.

Action Items (Follow-Up or Votes):

The Commission agreed to a recommendation regarding height restrictions on Main Street and decided that Gretchen would make a presentation to Council on this recommendation at the September 19th workshop.

The following recommendation was prepared by the Commission:

“For the west side of Main Street (99W side), we recommend a maximum height of 30 feet. The height will be further subject to “View Corridors” to be determined by analysis, and be consistent with the original intent of the Downtown Task Force in the TDIP. The purpose is to preserve the visual integrity of a traditional Main Street and to allow people traveling down the viaduct to see Downtown Tigard.”

Agenda Item #4: Education / Outreach with Downtown Business / Property Owners **(Presentation by Sean Farrelly)**

Important Discussion and/or Comments:

Sean Farrelly stated that we are now in Phase I of public involvement and that, beginning October 2nd, presentations will be made to the Planning Commission to present different ways of getting the word out as to what the CCAC has recommended. Following are some of the possible ways of communicating the recommendations:

- Press releases
- Cityscape article explaining what's going on currently with updating the code for Downtown
- Information on the City Website
- “Urban Renewal Update” newsletter to be distributed to property and business owners as well as on-line
- Possible insert in Cityscape
- Community Education and Outreach Meetings

Sean said that this will test preliminary recommendations to see if there are any potential problems. He stated that now is the time to engage property and business owners. The meetings will help us to receive feedback from them and will give us the opportunity to talk about the positive things that this will bring – such as increased property values. Sean suggested three initial educational and outreach type meetings to be held between October

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23rd and November 3rd. Times and dates for these meetings were discussed, as well as possible locations. The Commissioners would prefer that these meetings replace CCAC meetings.

The Staff's role would be to coordinate the meetings, prepare talking points, provide informational packets, and make some of the presentations. .

Potential roles for CCAC Members, so far as education and outreach, were discussed. Some suggestions were for the CCAC to make presentations at meetings. Another suggestion was that they network before the meetings to encourage and get commitments from people to attend. It was suggested that they focus on local businesses. They could recruit Downtown "ambassadors" who will help to network. Telephone contact was also suggested.

Phase 2 – after initial educational meetings:

- Starting in January, 2007, create focus groups comprised of key property owners, developers and business owners
- Hold an Open House in May presenting the new land use and design guidelines
- In June, Code Amendment Public hearings before the Planning Commission and City Council.

Sean asked for ideas on participation. Commissioner Gallagher suggested an early morning start time stating that people tend to be rested and refreshed at that time. Commissioner Ellis Gaut suggested that earlier in the day tends to be better, time-wise, for business owners. Chairman Switzer asked whether it's possible for the Urban Renewal flyer to be included in the water bill or perhaps as an insert in Cityscape. Email was another option mentioned.

The Commissioners decided that a canvas is appropriate and that alternative methods need to be employed to reach people who will not be reached through the canvassing. Phil asked for a commitment from the CCAC to contact businesses on a weekly basis over a period of time. Staff will give the Commissioners a list which will focus on businesses along Burnham Street, Main Street – the properties along the new access to Park and Ride for Commuter Rail. Commissioner Craghead suggested that the CCAC go to people they know and possibly do business with. It was decided that the entire list should be doled out so that everyone can see who everybody else is going to visit and if they would really want to contact that business, then they can call that Commissioner and offer to take it from them. Thursday, October 26th @ 7:30am was suggested for one of the meeting dates.

Action Items (Follow-Up or Votes):

Sean will look into putting an insert into Cityscape regarding the Urban Renewal flyer. He will also look into booking different rooms for meetings, including the "reading room" at the library, and the Chamber of Commerce.

Staff will provide a list of downtown businesses to Commissioners for contact. Staff will also research property owners, and develop a mail-out list.

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CITY CENTER ADVISORY COMMISSION MINUTES – SEPT. 13, 2006 – PAGE 4 OF 7

I:\LRPLN\DOWNTOWN\CCAC Meetings\CCAC September 13\CCAC MEETING MINUTES 9-13-06 - FINAL & AMENDED.doc

Agenda Item #5: Arts in the Downtown (Alejandro Bancke)

Important Discussion and/or Comments:

Alejandro presented a PowerPoint presentation on the subject of establishing arts in cities. He passed out a report on "The Arts in Downtown Tigard" which included information on:

- Arts & Cultural Opportunities Impact on Economics;
- Proposed Art Districts in Tigard;
- Purpose of the Downtown Tigard Outdoor Cultural Area Questionnaire;
- Results of the 2006 Questionnaire;
- Survey Comments; and
- Non-profit or City Appointed Council

Alejandro noted that on a questionnaire about the arts taken at the June Streetscape Open House, over half of those surveyed considered arts in Tigard (in the City as a whole – not just Downtown) to be "very important."

There was some discussion as to the type of art works. Included in "the arts" are both physical art work, but also art festivals, farmers markets, and events where art is made a part of it. Phil mentioned some examples in Portland including the "water wall" and sculpture garden in Jamieson Square. It was suggested that something that could be seen from 99W could create an identity and attraction. Alejandro noted that art can be expressed in the street furnishings such as lighting, benches, planters, etc. He stated that all those elements influence the overall "look" of Downtown and can contribute to the artistic expression of the area. Commissioner Craghead mentioned Chris Lewis, who'd formed "Art Resources, Tigard," as a possible good contact. Alejandro reported that 37 people replied in his survey that they would be interested in participating in a Downtown Outdoor Cultural Area and Art group. The Commissioners noted that Council was interested in, and has considered, placing public art along the to-be-abandoned Railroad right of way location – the western track.

The Commission was concerned that the location of public art developed in the Streetscape Plan did not include the area across 99W but within the Urban Renewal District. The Commission decided that the art districts plan needed to include new boundaries.

Action Items (Follow-Up or Votes):

Staff will note the concern about the initial boundaries drawn up for arts districts in Downtown and will, at the appropriate time, provide options for new boundaries for consideration by the Commission.

Agenda Item #6: Developer Letter Re: Downtown Plan - Finalize
Important Discussion and/or Comments:

This was not discussed as Commissioner Potthoff was not present.

Action Items (Follow-Up or Votes): This discussion will be addressed at the next CCAC meeting.

Agenda Item #7: Upcoming Projects – Fanno Creek Park Master Plan overview
Important Discussion and/or Comments:

Phil stated that the Fanno Creek Park Master Plan will be starting in about 2 months. He'll be putting out an RFP (Request for Proposal) in about a month, requesting proposals from consulting landscape architects. He discussed how the whole process is going to work – the timeframe – the CCAC involvement. The scope will cover the Fanno Creek Park and the public use area. It will not cover the Urban Creek Corridor. The Urban Creek Corridor is a separate project with its own budget and focus. Before any design can take place, a feasibility study will have to be done and this will begin towards the end of October.

The Fanno Creek Park Master Plan will provide design options in the public area and how that area might connect with the potential Urban Creek Corridor. Commissioner Craghead asked if the consultants would be asked to have two options - one with an Urban Creek and one without. Phil said that that was a good suggestion.

Phil stated that the City would look for a consultant that had expertise in park restoration and ecology, and urban design. Firms with different expertise will be encouraged to team up to be competitive.

The restoration / ecology expertise is needed for the larger park area, and urban design for the public use area and adjoining development. The preference will go to firms that have those two areas of expertise. Commissioner Lilly suggested that we use a local firm who has national experience. She cited the "Think globally, act locally" catchphrase.

Phil stated that funding right now is \$60,000 for the Master Plan. The plans would be done at the schematic design level allowing the product to be used to develop construction drawings at a later time. As to Fanno Creek itself, it is both a challenge and a problem in that it is basically one large "ditch" that has lost its "naturalness". Clean Water Services (CWS) is analyzing the hydrology – and will suggest modifications to help bring it back to its natural state. There are no banks, it's very steep, there is very little riparian habitat occurring there. Commissioner Buehner noted that CWS can sometimes be slow. Commissioner Lilly wondered in terms of the master plan – how will the borders be developed?

Phil stated that the master plan will address various concerns. It will reestablish natural areas, walking paths, public gathering areas, create viewpoints, connections to neighborhoods and Downtown.

There will not be a separate steering committee. The CCAC group is to be the primary group. Others will be invited to participate in the process. Included in this will be individual citizens, local neighborhoods, former Downtown Task Force members, Downtown businesses, and Downtown property owners, as well as groups such as Clean Water Services, "Fans of Fanno Creek" and "Tualatin Riverkeepers."

Action Items (Follow-Up or Votes):

Commissioner Ellis Gout will email information about David Vala, a local landscape architect expert in sustainable design, to Phil. Phil will share the RFP with the Committee (for information only) after it has gone through in-house review.

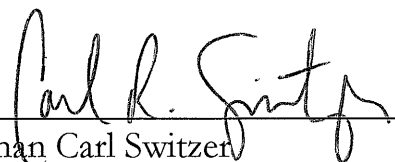
Agenda Item #8: Other Business - None

Important Discussion and/or Comments: None

Amended to include the following comment from Commissioner Gallagher:

"Unfortunately, it appears that my comments about the height restriction were overlooked except to say that if everything had a low profile, it would have little visual interest and could be boring." As I also stated at the meeting, I agree with Mr. Nachbar's assessment of the height issue. So, for the record, I am not in agreement with the "One voice" decision as mentioned in the minutes, especially in light of the fact that not all members of the commission were present to weigh in on the decision."


Doreen Laughlin, City Admin. Specialist II

ATTEST: 
Chairman Carl Switzer